

## Administration

- ⇒ **Departmental Goal:** To continue to maintain the service/operating performance levels while at the same time improving the overall office performance by improving and/or expanding said services and adding new services.

### **County-wide Goal: *County Resources***

1224

- **Objective:** Annually, maintain 100% of financing centralized.  
→ **Measure:** Percentage of victims with access to information about rights and resources.

### ▷ **Strategy:**

7224

To centralize the duties and obligation of the Office as it relates to finance.

Target / Benchmark :				
FY13/14	FY14/15	FY15/16	FY16/17	FY17/18
100%	100%	100%	100%	100%

- ⇒ **Departmental Goal:** To ensure that the rights and needs of victims of crime are adequately addressed in Yuma County.

### **County-wide Goal: *County Resources***

1223

- **Objective:** Annually, ensure that 100% of victims of crime have access to information about rights and resources.  
→ **Measure:** Percentage of victims with access to information about rights and resources.

### ▷ **Strategy:**

7223

1) Systematize Materials. Organize existing, and develop new, materials into discrete, small units and make materials user-friendly, develop user-friendly information about crime victim rights and services, and ensure that materials are culturally appropriate and available in different languages. 2) Public Awareness. Develop a marketing strategy to build public awareness of resources, and to reach multiple communities, especially the marginalized and underreported (VS). 3) Training on Victim Rights and Needs. Provide training for specific groups of professionals, law enforcements, judges, court personnel, mental health advocates, counselors and service providers who work with tribes and marginalized or underreported populations on victim rights and needs. Include the voice of victims, and approaches that respect cultural and ethnic sensitivity in curriculum development and training events (VS). 4) Consistent Approach to Meeting Victim Legal Advocacy Needs. In conjunction with Paragraph 3, support victim access to legal advocacy through the development of relevant resources and materials for service providers and victims (VS).

Target / Benchmark :				
FY13/14	FY14/15	FY15/16	FY16/17	FY17/18
100%	100%	100%	100%	100%

# ATTORNEY

## Administration

- ⇒ **Departmental Goal:** To hold accountable those who commit crimes within the County, while taking into account the statutory rights and emotional needs of the victims and witnesses involved in the prosecutorial process.

### **County-wide Goal:** *County Resources*

1221

- **Objective:** Annually, to adequately manage and efficiently address 100% of matters brought before this office by law enforcement agencies within the County and to meet the minimum set requirements addressing the rights of a victim of crime, as set forth in State Statute.

→ **Measure:** Percentage of matters adequately and efficiently managed.

### ▷ **Strategy:**

7221

1) Prosecuting Caseload/Staffing Ratio. Maintain standard of one prosecuting attorney with one support staff member for every 200 felony equivalent cases (charged cases) or less. 2) Information Support. Identify and utilize a mechanism to effectively communicate changes in court rules, procedures and practices to all divisions within the YCAO. 3) Litigation Skills. Develop and institute an informal mentoring and information sharing opportunity whereby experienced litigators will visit divisions or units and be available to answer questions and provide guidance to less experienced litigators and staff. 4) Law Enforcement Collaboration. Seek and maintain collaborative relationships locally and nationally to maximize law enforcement's ability to reduce drug trafficking and manufacturing. Continue to participate in the Yuma County Narcotics Task Force and any other multi-jurisdictional working groups or agencies created to enhance border security and prevent illegal drugs, weapons, and money laundering substances from being trafficked in Yuma County. 5) Elder and Vulnerable Adults. Participate with the Yuma County Elder Abuse Task Force (YCEATF) and to develop proposed legislation to help deter elder and vulnerable adult abuse and to assist in events to improve public and law enforcement awareness and education to better identify, prevent and prosecute cases involving elder and vulnerable adult abuse and neglect. 6) Domestic Violence. Participate with local and state law enforcement and policy groups to form a Domestic Violence Fatality Review Board. 7) Investigation Child Abuse and Neglect. Continue to assist in the periodic update of the Yuma County Investigation Protocol for Child Abuse and neglect and provide direct support and participation in the Children's Justice Project to educate the community about state law that mandates the reporting of all suspected child abuse and neglect. 8) Public Education. Provide identity theft information and create brochures to educate the general public on the threat of identity theft and how to prevent it and continue with periodic review of changes in legislation and local multi-jurisdictional protocols with local and state law enforcement agencies. 9) Bad Check Program. Develop and implement strategies to inform vendors of the YCAO Bad Check Program (BCP) and expand the same to include a program that teaches violators who go through the BCP appropriate checking account maintenance practices to reduce reoccurrence of issuing a bad check. 10) Reduce Gang Activity in Yuma County (a) Gang Prevention and Intervention. Develop and maintain partnerships with law enforcement, legislators and policy groups to address the gang problem in Yuma County and Arizona and eventually spearhead the formation of a partnership with the same to develop a template for youth gang prevention and intervention statewide (b) Anti-Gang Law Enforcement Initiatives. Formalize partnership with law enforcement, legislators and policy groups to ensure success of gang suppression and graffiti eradication check initiatives as well as enforcement of truancy ordinances and holding parents and guardians accountable for contributing to the delinquency of a minor (c) Additional Anti-Gang Legislation-Civil. As part of and in conjunction with 10.a and 10.b above, begin the process of studying the possible development of additional legislation to establish the power of anti-gang civil injunctions under state law and additional sanctions for gang-related criminal activity.

#### **Target / Benchmark :**

<b>FY13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>	<b>FY17/18</b>
100%	100%	100%	100%	100%

## Administration

⇒ **Departmental Goal:** To provide skilled and efficient legal representation to the County, it's Officers and the political subdivisions that represent the citizens of Yuma County.

### **County-wide Goal: *County Resources***

1220

► **Objective:** Annually, to maintain 100% of the County's legal needs in a manner which is most cost effective yet while still maintaining a high level of competency.

→ **Measure:** Percentage of legal needs maintained in a manner that is cost effective and highly competent.

### ▷ **Strategy:**

7220

1) Proactively engage in Risk Management efforts by (a) Identifying Area of Exposure/Risk. Assist the Office of Risk Management in identifying the levels of risk exposure for all agencies and offices within the County and assist in the mitigation of such risk through education and prevention (b) Universal Claim process. Assist the Office of Risk Management in providing a universal policy for all County agencies and offices to follow in the handling of a potential claim against the County, its officers, agents and employees. Such should include assistance with the dissemination of said policy and education as to the implementation of the same. 2) Client Survey. Complete client satisfaction survey and compare data with results of past three years of surveys, noting any dissimilarity as to each survey. 3) Litigation Skills and Information Support. Establish an ad hoc working group to develop and implement plans that (a) Better publicize and disseminate within the YCAO, a litigation policy and forms manual developed in and for the Civil Division, (b) Identify and utilize a mechanism to effectively communicate changes in court rules, procedures and practices to all divisions within the YCAO, and (c) Develop and institute an informal mentoring and information sharing opportunity whereby experienced litigators will visit divisions or units and be available to answer questions and provide guidance to less experienced litigators and staff. 4) Management and Assessment of Special Deputy County Attorneys (SDCA) Contracts and Costs. Modify SDCA contracting and tracking procedures to centralized information; revise typical contracts to require, as appropriate, that: (a) All invoices submitted by a contract attorney reflect the total amount of the contract, the amount remaining at the beginning of the billing period and the amount remaining after payment of the subject invoice, and (b) That contract attorney provides advance written notice when the work anticipated in the next billing cycle will exceed the remaining balance under the contract. 5) Assessment of YCAO Work. Continue to track trends in YCAO contracts and costs and systematically determine what work, if any, can be brought in-house.

Target / Benchmark :				
FY13/14	FY14/15	FY15/16	FY16/17	FY17/18
100%	100%	100%	100%	100%